



DD/A 76-1277

15 March 1976

MEMORANDUM FOR: Executive Assistant to the Director
FROM : John F. Blake
Deputy Director for Administration

Jennifer:

1. I vote yes. Believe it important at this stage that Mr. Bush have eyeball contact with groups of employees. Those in Mid-Career Course, about 35 in number, come from all Directorates, are GS-12's to GS-14's and, on balance, exercise influence with their peers.

2. Short and informal speech is the name of the game. Highly recommend he give same message he gave in Auditorium to "CIA Today and Tomorrow" about 10 days ago. The feedback was excellent.

3. Re timing -- suggest it be 2:45 p.m., so that he has 45 minutes with [REDACTED] who I believe is scheduled at 2:00 p.m. same date. Suggest he keep remarks to half the scheduled time and allow the rest for questions. It will give him an insight into what is on employees' minds.

STATINTL

[REDACTED]
John F. Blake

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DDA Registry
File Training

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Signed: John F. Blake
John F. Blake

Distribution:

Original - EA/DCI
1 - ER
~~1~~ - DD/A Subject
1 - DD/A Chrono
1 - JFB Chrono

Approved F

Executive Registry

498A000700060043-1

STATINTL

March 12th

Mr. Blake --

Mr. Bush would like your advice on this one --
he is inclined to say "yes" -- short and informal
speech.

jaf

MEMORANDUM
OF CALL

Executive Registry

76-1457

TO:

need
12 Mar 76☒ YOU WERE CALLED BY— ☐ YOU WERE VISITED BY—

OF (Organization)

STATINTL

☐ PLEASE CALL → PHONE NO. 2063
☐ WILL CALL AGAIN ☐ IS WAITING TO SEE YOU
☐ RETURNED YOUR CALL ☐ WISHES AN APPOINTMENT

MESSAGE

23 April - Friday 2:30
 Mid-Career Course -
 STATINTL - 206
 Can Mr. Bush speak
 you are free -- Do you wish to
 speak?
 Yes X No

RECEIVED BY _____ DATE _____ TIME 9:22

STANDARD FORM 63
 REVISED AUGUST 1967
 GSA FPMR (41 CFR) 101-11.6

GPO : 1969-048-16-80341-1 382-389

63-108

TRANSMITTAL SLIP

DATE

TO: DDA

ROOM NO.

BUILDING

REMARKS:

26 APR 1976

FROM:

ROOM NO.

BUILDING

EXTENSION

FORM NO. 241
1 FEB 55REPLACES FORM 36-8
WHICH MAY BE USED.

(47)

TRANSMITTAL SLIP

DATE 15 March 1976

TO:

STATINTL

ROOM NO.
7D-60BUILDING
Hqs

REMARKS:

JK
 OK
 set up as you
 see
 ER

FROM: DDA

ROOM NO.

BUILDING

EXTENSION

FORM NO. 241
1 FEB 55REPLACES FORM 36-8
WHICH MAY BE USED.

(47)